



SOP – INSSOP034 - Installation OMNI-STOP Portable Bollards

Rev 2 (21/11/2023) – Owner: Chief Operating Officer



ROAD SAFETY RENTAL

1. Objective and Scope

To describe how to correctly install Saferoads OMNI-STOP Portable Security Bollards.

2. Important Note:

Saferoads OMNI-STOP Portable Bollard has been independently crash tested and can stop a 5000lbs / 2270kg vehicle travelling at 37mph / 60kph.

OmniStop Portable Security Bollard is unobtrusive, allowing free flow of foot traffic through the system, including easy access for prams and wheelchairs. It does not inhibit the timely evacuation of pedestrians in case of an emergency.

3. Personal protective equipment (PPE)

The following is mandatory PPE.



Safety Boots (steel capped) with rubber soles.



Eye protection is compulsory



Hearing protection is compulsory



Hi-Viz must be worn when installing product



Gloves must be worn when installing product



Hi-Viz Protective Clothing is to be worn

4. Equipment Required

- 2 x M20 Countersunk bolts per segment;
- Hex Key Driver; and
- 12mm Hex Key;
- Forklift or Crane.

5. Qualifications and Competencies

- a) Safe use of hand tools;
- b) Manual handling; and
- c) Road traffic management.

6. Safety Note



Prior to commencing the deployment, ensure that there is adequate traffic management.

Whenever possible, personnel should remain on the non-traffic side of the installation.





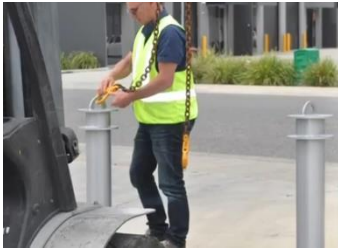


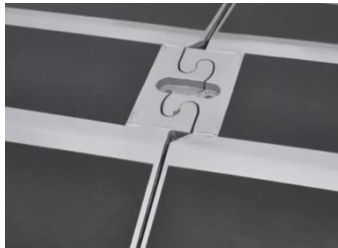

Ensure that a risk assessment is performed by the relevant staff and communicated thoroughly to all relevant staff and sub-contractors.


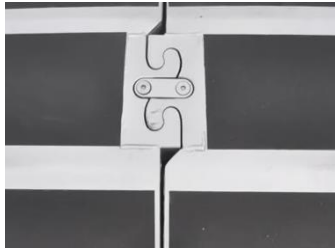

Ensure that a SWMS raised and is reviewed and communicated thoroughly to all relevant staff and sub-contractors.

Ensure that all lifting equipment is reviewed prior to use and that all equipment is compliant.

Ensure that all operators have the relevant and valid licences and tickets (HRW).

7. Installation

Step 1 – Identify right location	Step 2 – Unload	Step 3 – Hook orientation
		
Ensure that you are in the right location for the installation.	Beginning at the end of the installation, unload the first bollard unit and place it in the correct position.	Ensure that the lifting hooks are orientated in the right position. Raise the bollard with the forklift / crane.
Step 4 – Placement of barrier	Step 5 – Remove lifting hooks	Step 6 – Placement of barriers
		
Place the bollard in the correct position. During this stage all operators are to remain clear of the lift.	Once the bollard is on the ground, remove the lifting hooks	Working downstream of the first bollard unit, unload the second unit and align the connectors while lowering the unit into place. Operators are to ensure that their hands are well clear during this operation to avoid pinch / crush injuries.
Step 7 – Connectors	Step 8 – Connectors	Step 9 – Joining connectors
		
Allow the two bollards to join at the central connector points.	The two bollards units should be flush and be in the following orientation.	Place the machined joining plate into the designated position.

Step 10 – Joining connectors	Step 11 – Joining connectors	Step 12 – Remaining
		
Using 2 x M20 countersunk bolts and a 12mm hex key, install the joining plate into the bollard connectors.	Ensure that the countersunk bolts are tight and firmly in place	Repeat steps 2 and 3 until all bollards have been deployed.
Step 13 – Final checks, housekeeping and clean worksite <ul style="list-style-type: none"> • Sweep any excess dirt or debris from the site and collect any left-over parts • Housekeeping practices adhered to and worksite is left clean and safe; and • Items have been fitted correctly and safely. • Workmanship is to specification; • Materials quality is acceptable; • Unused materials are removed; and • Quality checks performed. • Surrounds are restored to prior condition; and • No spillage and/or damage to any soil, habitat, atmosphere or drainage. 		

SOP REVISION UPDATES

SOP Amendment Level		
Rev #	Date	Comment
8	22/11/2023	a. PPE Icons updated – No Revision change
2	10/05/2022	a. Review by Manager – Supply, Safety and Systems – No Revision change (format only)
2	06/11/2020	b. New Format